

A GUIDE to POLLUTION PREVENTION for HOME and OFFICE

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ENVIRONMENTAL COMPLIANCE DIVISION



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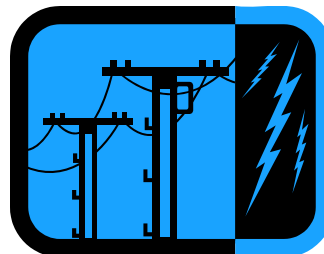
ABERDEEN PROVING GROUND POLLUTION PREVENTION PRACTICES FOR HOME AND OFFICE

ENERGY CONSERVATION

Note: For Installation buildings, some of these changes may require a Directorate of Installation Operations work order.



- Install energy efficient lighting (compact fluorescent bulbs) . *76% more efficient than incandescent bulbs, and last years longer!*
- Regularly close window shades at night in the winter and during the day in the summer.
- Use cold water in the laundry. There are cold-water formula detergents on the market to facilitate cleaning with cold water.
- Use a clothesline to dry clothes.
- Turn off lights and appliances when not in use. Install LED (light emitting diode) EXIT signs and occupancy sensing switches to automatically turn lights on and off. *Occupancy sensors can reduce your cost of lighting a single room by as much as 65% , paying back within one year. LED EXIT signs save \$25/ light/year over electrical signs.*
- Dimmer controls reduce the power consumed by incandescent bulbs. The dimmer the light, the less electricity consumed. Dimmers are not effective in reducing the electricity used by fluorescent bulbs.
- Use task lighting as much as possible, lighting only the part of the room you are using (such as a desk or reading chair) . Turn off lights when not in use. When repainting the interior of your home, remember that light-colored walls will make the house appear brighter with less lighting than dark walls.
- Purchase Energy Star labeled computers, equipment and appliances and make sure the Energy Star function is turned on. *Through U.S. EPA 's Energy Star Program, companies can reduce their total energy consumption by an average of 30%*
- Keep water heater setting at 120 degrees F.



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Examples of inexpensive energy saving projects:

Action	Cost	Annual Savings
Pull down the window shades at night	\$0	\$5/window
Weatherstrip windows with rope caulk	\$.50/ window	\$5/window
Weatherstrip door and install doorsweep	\$8/ door	\$10/door
Turn down temperature setting on water heater	\$0	\$30-60
Install low-flow shower head	\$10	\$15-50



TRANSPORTATION

- If your office possesses a CNG (compressed natural gas) vehicle, use it!
- Carpool, use mass transit, bike or walk to work, at least once a month.
- When purchasing a new car, consider a hybrid (electric and gasoline).
- Keep your vehicles tuned up and tires inflated to correct pressure.
- Use re-refined or synthetic oil and retreaded tires.



HAZARDOUS MATERIALS MINIMIZATION

- Use rechargeable batteries.
- Use a battery powered lawn mower. For small lawns try a manual reel mower.
- Use vinegar, borax, washing powder, and water to clean and disinfect your home and office.
- Only use paints that meet APG's Environmentally Preferred Paint standard (listed on our website).
- If you live on Post, take your cars to the Automotive Craft Shop (Building 2379) to change and recycle oil and antifreeze.



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SOLID WASTE MINIMIZATION

In 1999, U.S. residents, businesses and institutions generated more than 230 million tons of municipal solid waste, which breaks out to 4.6 pounds of waste/person/day, up from 2.7 pounds/person/day in 1960. 38% of the material in landfills is paper and paper products, renewable and recyclable resources. Food and plastics account for about 22% of landfill material, rubber, leather and textiles, another 7%. These are all the types of wastes generated by the retail industry. Below are some things you can do to reduce those landfill burdens.



- Reduce, reuse and recycle plastics, glass, paper, cardboard, aluminum, and tin, equipment, appliances, machinery, furniture pallets and computers.
- Repair, sell, or donate useable goods instead of throwing them out. There are thrift shops at the Aberdeen and Edgewood Areas that will accept almost any useable household item for donation or resale!
- Bring your own bags to the grocery store.
- Buy products with the least amount of packaging.
- Reuse packing material received in shipments.
- Substitute natural packing material for styrofoam, such as corn starch peanuts and old newspaper. Corn starch peanuts can be dissolved in water and are even safe to dispose of in your garden!
- Use email, bulletin boards, circulars, and reusable calendars and greaseboards instead of paper.
- Purchase paper with post-consumer recycled content. *Wal-Mart and Staples, among others, sell 30% post consumer content recycled paper. There are several websites that also sell environmentally preferable office supplies.*
- Always print new documents on both sides and always make double-sided copies.
- Use the second side of scrap paper in the fax machine, for drafts and for printing email.
- Reuse file folders, binders and other durable office supplies.
- Leave grass clippings on your lawn to naturally fertilize.
- Create a compost pile for vegetable scraps and lawn debris.

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WATER CONSERVATION

1% of all water consumed is for commercial purposes. The EPA reports that each person uses over 100 gallons of water per day. In addition to the generation of hydroelectric power, this water is used to flush toilets, wash sidewalks and buildings, wash vehicles wash clothing and water lawns and gardens. Here are some ways to reduce that impact from homes and offices.



- Always turn off the water when not in use. If you have a well, reduce your water pressure. *Reducing water system pressure from 100 psi to 50 psi can reduce outlet by 30%.*
- Install low flow nozzles on showerheads and aerators on faucets. *Showers account for 20% of all indoor water use. By replacing 4.5 gallons/minute showerheads with 2.5 gallons/minute heads, a family of four can reduce water use by 6.4% per person, saving approximately 20,000 gallons/family/year! Faucet aerators can reduce water flow by up to 60%, reducing water use from 3-5 gallons/minute to 2 gallons/minute.*
- Install a water-saving, 1.6 gal/flush toilet. *40% of all residential water is used for flushing toilets alone! Stop flushing money and resources down the drain and install a low-flow toilet that reduces water waste and costs by 46%.*
- Use a broom instead of a hose for cleaning outdoor surfaces.
- To minimize watering, plant new shrubs and divide perennials in the fall, not the spring or summer.

Source for all statistics: <http://www.epa.gov>; <http://ga.water.usgs.gov>

We want to hear from you! Visit our website at www.apg.army.mil/apghome/sites/directorates/ap2g/index.htm or call us at 410-306-2274.

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